

GENERAL SERVICES ADMINISTRATION
Federal Supply Service
AUTHORIZED FEDERAL SUPPLY SCHEDULE
PRICE LIST

GSA SCHEDULE 70

Authorized Information Technology Schedule Pricelist

General Purpose Commercial Information Technology
Equipment, Software, and Services

132.51 Information Technology Professional Services

FSC/PSC Class D302 - ADP System Development Services

FSC/PSC Class D306 - ADP System Analysis Services

FSC/PSC Class D307 - Automated Information System Services

FSC/PSC Class D308 - Programming Services

Contract Number: GS-35F-0307X

Period Covered by Contract:

March 30, 2016 through March 29, 2021



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**Business Size/Status: Small Business, Woman Veteran Owned,
& SBA Certified Small Disadvantaged Business**

DUNS: 809146116

CAGE CODE: 5S1E7

Electronic ID: 6CPEPEAM

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through *GSA Advantage!*®, a menu-driven database system. The Internet address for *GSA Advantage!*® is GSAAdvantage.gov.

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1. CUSTOMER INFORMATION:

(a) Awarded Special Item Number(s):

SIN	Description
132-51	Information Technology Services

(b) Lowest Priced Labor Category

The lowest priced labor category description, job title # and hourly rate awarded under the contract is:

Job Title #	Labor Category Description	GSA Hourly Rate
CTS-001	Communications/ Training Specialist	\$62.67

(c) Labor Category Descriptions

Labor category descriptions of all corresponding commercial job titles, experience, functional responsibility and education are outlined in Section 16 (DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING) Page 10 within this pricelist.

2. Maximum Order:

\$500,000 per SIN – For SINs 32-51

3. Minimum Order:

\$100

4. Geographic Scope of Coverage:

The Geographic Scope of Coverage is Domestic Delivery. This is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

5. Points of Production:

Continental United States.

6. Discount from List Prices or Statement of Net Prices:

Prices shown are NET Prices; Basic Discounts have been deducted.

7. Quantity Discount:

None

8. Prompt Payment Terms:

1% discount for payments deposited within 30 days from receipt of invoice.

Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Government Purchase Cards:

- (a) Government Purchase Cards are accepted at or below the micro-purchase threshold.
- (b) Government Purchase Cards are accepted at or above the micro-purchase threshold.

10. Foreign Items:

No foreign items are awarded under this contract.

11. Delivery Timeframes:

- (a) **Time of Delivery:** Based on agreement between C&B Strategic Consulting, Inc., and ordering activity.

Special Item Number	Delivery Time (Days ARO)
132.51	30 days

- (b) **Expedited Delivery Terms:**

Not Applicable

- (c) **Overnight/2-Day Delivery Terms:**

Not Applicable

- (d) **Urgent Requirements:**

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. FOB Point:

Destination

13. CONTRACTOR'S ORDERING INFORMATION:

(a) CONTRACTOR'S ORDERING ADDRESS:

**C&B Strategic Consulting, Inc.
Attn: GSA Orders - Patrick Berkebile
4319 Arabia Avenue
Baltimore, MD 21214**

(a) ORDERING PROCEDURES:

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- FAR 8.405-2 Ordering procedures for services requiring a statement of work.

14. Contractor's Payment Address:

**C&B Strategic Consulting, Inc.
Attn: GSA Orders - Patrick Berkebile
4319 Arabia Avenue
Baltimore, MD 21214**

15. Warranty/Guarantee Provisions:

All services performed under this contract will be guaranteed to be completed in a satisfactory workmanlike manner as delineated with this Authorized FSS IT Schedule Pricelist.

16. Export Packing Charges:

Not Applicable. Export Packing is not offered under this contract.

17. Terms and Conditions of Government Purchase Card Acceptance:

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

18. Terms and Conditions of rental, maintenance, and repair:

Not Applicable

19. Terms and Conditions of installation:

Not Applicable

20. Terms and Conditions of repair parts:

Not Applicable

21. Terms and Conditions for any other services:

Not Applicable

22. List of Participating Dealers:

Not Applicable

23. Preventive Maintenance:

Not Applicable

24. Environmental Attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants):

(a) Special Attributes:

Not Applicable

(b) Section 508 Compliance:

Not applicable. However, EIT standards can be found at:
<http://www.section508.gov>, <http://www.cbstrategic.us>

25. Data Universal Numbering System (DUNS) Number:

809146116

26. Central Contractor Registration Database

C&B Strategic is registered in the System for Award Management (SAM), formerly the Central Contractor Registration (CCR) database.

CAGE Code: **5S1E7**

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

*NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.

1. SCOPE

- (a) The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
- (b) The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

- (a) Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- (b) The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- (c) Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- (a) Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- (b) All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- (a) The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- (b) The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- (c) The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- (d) Any Contractor travel required in the performance of IT Professional Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
 - (1) Cancel the stop-work order; or
 - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
 - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS-COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I - OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

9. INDEPENDENT CONTRACTOR

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

- (a) Definitions.
"Contractor" means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

"Contractor and its affiliates" and "Contractor or its affiliates" refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An "Organizational conflict of interest" exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

- (b) To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional Services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-

And-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
 - (1) The offeror;
 - (2) Subcontractors; and/or
 - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

IT PROFESSIONAL SERVICES RATES

SIN 132-51

Labor Category Description	Option Period 1 3/30/16 – 3/29/21
Program Manager	\$133.09
Task Leader	\$119.64
Risk Analyst	\$86.14
Communications/ Training Specialist	\$62.67
Subject Matter Expert	\$129.21

17. Labor Category Descriptions

Labor Category: Program Manager

Minimum General Experience:

- ❖ A minimum of 3 years Experience in IT Program Management.
- ❖ Bachelor's Degree in Computer Science, Business, Engineering, Information Technology (IT), or equivalent field preferred, but not required. May substitute four (4) years experience business, contract, and project management for educational requirement. Must demonstrate effective written and oral communication skills.
- ❖ Master of Science Information Systems or Master of Business Administration desirable, but not required.
- ❖ Knowledge of CMMI, EVM, and other project management techniques and tools desirable, but not required.

Functional Responsibility:

- ❖ Responsible for overseeing, managing, and administering a program consisting of one or more project. Provides overall strategic direction, guidance, counsel, and leadership to personnel supporting program activities. Coordinates and prioritizes resources across projects, tasks, and activities to manage links between projects and the overall costs and risks of the program. Provides high-level interface with client leadership to ensure high quality service delivery, effective problem resolution, and to maintain customer satisfaction
- ❖ Reviews project performance to ensure compliance with standards, requirements, and cost/schedule/performance expectations. Undertakes corrective action and changes as required to current and emerging needs.

Minimum Education:

- ❖ Master of Science Information Systems or Master of Business Administration desirable, but not required.

- ❖ Bachelor's Degree in Computer Science, Business, Engineering, IT, or equivalent field preferred, but not required.

Labor Category: Task Leader

Minimum/General Experience:

- ❖ A minimum of 2 years experience in IT Task Management.
- ❖ Bachelor's Degree in Computer Science, Engineering, IT, or equivalent field preferred, but not required. May substitute four (4) years experience business, contract, and project management for educational requirement. Must demonstrate effective written and oral communication skills.
- ❖ Knowledge of CMMI, EVM, and other project management techniques and tools desirable.

Functional Responsibility:

- ❖ Responsible for day-to-day oversight, management, and administration of a project and its activities. Provides technical and operational direction, guidance, counsel, and leadership to personnel supporting task-specific activities. Knowledgeable in the technical aspects of the project and capable of performing technical activities, as required. Coordinates and prioritizes task resources and activities to accomplish schedule and performance requirements. Provides primary day-to-day client interface to ensure high quality service delivery, effective problem resolution, and to maintain customer satisfaction
- ❖ Reviews project performance, deliverables, and work products to ensure compliance with standards, requirements, and cost/schedule/performance expectations. Undertakes corrective action and changes as required to current and emerging needs.

Education Requirements:

- ❖ Bachelor's Degree in Computer Science, Engineering, IT, or equivalent field preferred, but not required.

Labor Category: Risk Analyst

Minimum/General Experience:

- ❖ 1 year experience with NIST/DIACAP/NIACAP C&A processes.
- ❖ Bachelor's Degree in Computer Science, Engineering, IT, or equivalent field preferred, but not required. May substitute four (4) years experience supporting IT Security-related activities for educational requirement.
- ❖ Must demonstrate effective written and oral communication skills.
- ❖ Knowledge of FISMA and at least one of NIST C&A, DIACAP, or NIACAP techniques and/or tools required.

Functional Responsibility:

- ❖ Responsible for the analysis, review, and testing of security controls in support of standards-based Certification and Accreditation (C&A) activities. Supports Federal Information Security Management Act (FISMA) data collection and reporting, as well as the development, maintenance, and compliance oversight of automated systems Plan of Action and Milestones (POA&M) documentation.
- ❖ Prepares C&A artifacts as required during the system certification efforts. Conducts oversight and review functions in support of accreditation efforts. Educates and informs senior managers, system owners, and other personnel involved in C&A-related activities of requirements, processes, procedures, artifacts, and work products.

Education Requirements:

- ❖ Bachelor's Degree in Computer Science, Engineering, IT, or equivalent field preferred, but not required.

Labor Category: Communications/Training Specialist

Minimum/General Experience:

- ❖ 1 year experience training design, development, and delivery.
- ❖ Bachelor's Degree in Communications or related field preferred, but not required. May substitute four (4) years administrative support/office management experience for educational requirement.
- ❖ Must demonstrate effective written and verbal communication skills.
- ❖ Training Certification preferred but not required.

Functional Responsibility:

- ❖ Develops training strategy to include scope, goals, and objectives. Establishes training staff and training delivery mechanisms. Identifies target audiences and their general, specialized, system-specific, and roles-based training needs. Develops Training Plans, Curriculum, and Materials. Administers, maintains, and evaluates Training Program. Develops and delivers training materials to include handouts, workbooks, technical presentations, computer-based training (CBT) tools.
- ❖ Collects and organizes materials to develop instructional coursework for technical and non-technical staff.
- ❖ Motivates participation through regular and easy to understand awareness mechanisms and tools.

Education Requirements:

- ❖ Bachelor's Degree in Communications or related field preferred, but not required.

Labor Category: Subject Matter Expert

Minimum/General Experience:

- ❖ 4 years experience in area of expertise.

- ❖ Doctorate or Master's Degree in Computer Science, Engineering, IT, or equivalent field preferred, but not required.
- ❖ May substitute six (6) years experience in subject matter area of expertise for educational requirement.
- ❖ Must demonstrate effective written and oral communication skills.

Functional Responsibility:

- ❖ Provides subject matter expertise for a specific technical area. Supports the research, collection, examination, review, analysis, and evaluation of data for the defined technical area to develop and produce studies, white papers, proposals, presentation materials, educational treatise, and other documentation related to the technical topic.
- ❖ Develops and implements technical work products that require a high degree of technical expertise.
- ❖ Supports information sharing and awareness campaigns by developing course materials for training and education purposes.

Education Requirements:

- ❖ Doctorate or Master's Degree in Computer Science, Engineering, IT, or equivalent field preferred, but not required.

Experience & Degree Substitution Equivalencies

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

Equivalent Degree	Experience
Associate's Degree	2 years relevant experience
Bachelor's Degree	Associate's degree + 2 years relevant experience or 4 years relevant experience
Master's Degree	Bachelor's plus 2 years relevant experience or Associate's degree + 4 years relevant experience or 6 years relevant experience
PhD	Master's + 2 years relevant experience, or Bachelor's + 4 years relevant experience or 8 years relevant experience